



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF LUCENA CITY

INVITATION FOR NEGOTIATED PROCUREMENT

NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS

1. In view of the two (2) failed biddings, the DepEd - Division of Lucena City, through its Bids and Awards Committee (BAC) invites PhilGEPS registered suppliers to participate in the negotiation for the Tablets in accordance with Section 53.1 of the Revised Implementing Rules and Regulations (R-IRR) of Republic Act No. 9184, otherwise known as the “Government Procurement Reform Act”.
2. The Approved Budget for the Contract is One Million Eight Hundred Thousand Pesos (PhP1,800,000.00) inclusive of all applicable taxes.
3. Interested bidders may obtain further information from DepEd – Division of Lucena City inspect the Invitation for Negotiated Procurement at the address given below.
4. A complete set of Invitation for Negotiated Procurement may be acquired by the Interested Bidders at the address given below upon payment of a non-refundable fee amounting to five thousand pesos only, Philippine Currency, (P5,000.00). Bidders who have purchased bidding documents during the first and second failed biddings need not pay for the tender documents.
5. The schedule of Procurement Activities of the project are as follows:

Activity	Date & Time	Venue
Issuance of and availability of Invitation for Negotiated Procurement	Starting January 19, 2023	Lucena West I Elementary School Compound, ML Tagarao Extension, Ilayang Iyam, Lucena City
Negotiation with Prospective Bidders	January 23, 2023 10:00 AM	2 nd floor, LCTECC Building, Lucena West I Elementary School



Address: Lucena West I ES Compound, M.L. Tagarao St. Brgy. Ilayang Iyam, Lucena City
Telephone Nos.: (042) 421-4161/421-4162/421-5137
Email Address: lucena.city@deped.gov.ph
Website: depedlucena.com

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<i>Note: The Negotiation must be attended by at least one (1) bidder's technical personnel and/or one (1) official representative</i>		Compound, ML Tagarao Extension, Ilayang Iyam, Lucena City
Deadline for the Submission of the Best and Final Offer / Quotations	January 25, 2023, 9:45 AM	Lucena West I Elementary School Compound, ML Tagarao Extension, Ilayang Iyam, Lucena City
Final Submission and Opening of Quotations	January 25, 2023, 10:00 AM	Lucena West I Elementary School Compound, ML Tagarao Extension, Ilayang Iyam, Lucena City

6. Interested Bidder shall submit the following documents in a sealed envelope. The envelope should also contain the name of the bidder, address, and contact details of the bidder:

I. ELIGIBILITY DOCUMENTS

1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);

II. TECHNICAL DOCUMENTS

1. Bid Securing Declaration or any form of Bid Security in an amount not less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (not less than the percentage of the ABC)
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank. <i>For biddings conducted by LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Two percent (2%)





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b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. <i>For biddings conducted by LGUs, Bank Draft/ Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Two percent (2%)
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%)

2. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in this Invitation.

3. Original duly signed Omnibus Sworn Statement (OSS), and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

4. Conformity with the Schedule of Requirements and Technical Specifications

III. FINANCIAL DOCUMENTS

1. Duly accomplished Price Proposal Form.
2. Duly accomplished Price Schedule.

7. During post-qualification, the following shall be required:

- a. Income Tax Returns for taxable 2022 (BIR Form 1701 or 1702); and





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- b. Value Added Tax Returns (Forms 2550M and 2550Q) or Percentage Tax Returns (Form 2551M) covering the six months immediately prior to the opening of bids.
- Only tax returns filed and taxes paid through the Electronic Filing and Payment System (EFPS) shall be accepted.
- c. Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document
- d. Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
- e. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
- f. Audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
8. The DepEd – Division of Lucena City of Region IV-A reserves the right to accept or reject any and all bids, declare a failure of bidding, not award the contract(s), or annul the bidding process without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

BAC SECRETARIAT

DepEd – Division of Lucena City

Lucena West I Elementary School Compound
ML Tagarao Extension, Ilayang Iyam, Lucena City
(042) 421-4161 loc. 244

PHILLIP B. GALLENDEZ
BAC Chairperson





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ANNEX A

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Quantity	Unit of Measure	Description	Delivery Schedule
163	Set	Tablet with Mouse, Keyboard and Headset <i>Kindly see ANNEX B for complete statement of technical specifications</i>	Within fifteen (15) calendar days upon receipt of the Notice to Proceed

Name of Company

Signature over Printed Name
Authorized Representative

Date





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ANNEX B

Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Requirements

Technical Specification	Statement of Compliance (Comply or Not Comply)	Evidence of Compliance / Remarks
Processor: Octa-Core 2.0 GHz or higher		
RAM: 4 GB or higher		
ROM: 64 GB or higher		
Extended Memory Support: up to 128 GB Micro SD Card		
Display Size: 8" Screen or higher		
Display Resolution: 1200x 2000 to 2560 x 1600		
Display Type: LED IPS or AMOLED		





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Camera Front: 5.0 or higher Megapixels		
Camera Rear: 5.0 or higher Megapixels		
Network / SIM: Nano- SIM, 4G LTE		
Bluetooth: Bluetooth V5.0		
Wi-Fi: 802.11 b/g/n/ac		
Audio: 6 Ohms / 1 speaker x2 Built-in		
Battery: Lithium-Polymer 5000 mAh or higher		
Operating System: Android 12 - Brand offered must be included in the list of Google Certified Partners found in their official website. https://www.android.com/certified/partners/ , must have Google MADA certificate		
Location Technology: GPS / Glonass / Beidou / Galileo		
Sensors: Accelerometer / Light Sensor / Geomagnetic Sensor		
NTC Certificate Type- Approved/Accepted: Brand offered must be included in the list of NTC Type- Approved/ Accepted Equipment available at https://ntc.gov.ph/ website.		
Accessories / Inclusions: Charger 220v / USB Cable Type C or Standard AC/DC Adapter / Protective Flip Casing with stand / Screen Protector / Logo Boot up		
Equipment Markings and User Manuals: Brand markings, user's manual and electronic content must be in English language default. Major components must		



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bear a unique serial number and IMEI. Print out and an e-copy in Microsoft Excel format of all equipment serial numbers and IMEI must be submitted upon delivery.		
Pre-installed Applications: DepEd Commons / PDF Reader / Dictionary		
Warranty: at least 3 years from authorized service centers, onsite, next business day, parts & labor, with 10 buffer units		
Identification: IMEI, Serial Numbers		
Weight: 350g maximum weight (without keyboard)		
Build: Glass Front, Aluminum Back, Aluminum Frame		
Headset: Over-the-head; 3.5 mm audio jack or Type C connection		
Keyboard: Slim Lightweight Stand Cover-Magnetically detachable Bluetooth keyboard with 10 M range.		
Mouse: Optical Bluetooth mouse		
Type Acceptance Certificate issued by NTC NTC Sticker Warranty Card Service Center in Lucena with deped logo		
Preferably branded		
Preferably one color (blue)		



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ANNEX C

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES
CITY OF _____) SS

Bid Securing Declaration

To: **DepEd – Division of Lucena City**
Lucena West I Elementary School Compound
ML Tagarao Extension, Ilayang Iyam, Lucena City

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.

3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:

a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;

b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and

c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this _____ at _____.

Name of Bidder or its Authorized Representative
Affiant





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SUBSCRIBED AND SWORN to before me this day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____

Witness my hand and seal this _____.

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ANNEX D

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACTS
SIMILAR TO THE CONTRACT TO BE BID**

This is to certify that _____ has the following completed contracts within the period CY _____ and up to the day before the deadline for submission of quotations:

Date of Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Date of Deliver/End User's Acceptance	Date of Official Receipt	Bidder is: A. Manufacturer B. Supplier C. Distributor

Name of Company

Signature over Printed Name
Authorized Representative

Date

Instructions:

- a) Cut-off date as of:
 - (i) Up to the day before the deadline of submission of quotations.
- b) In the column under "Dates", indicate the dates of Delivery/ End-user's Acceptance and Official Receipt.
- c) "Name of Contract". Indicate here the Nature/ Scope of the Contract for the Procuring Entity to determine the relevance of the entry with the Procurement at hand. Example: "Supply and Delivery of Generator Set"



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ANNEX E

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES
CITY OF) SS

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. [Select one, delete the other:]

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. [Select one, delete the other:]

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;



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4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. [Select one, delete the rest:]

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

a. Carefully examining all of the Bidding Documents;

b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;

c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and

d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.





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10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this _____ at _____.

Name of Bidder or its Authorized Representative
Affiant

SUBSCRIBED AND SWORN to before me this day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____.

Witness my hand and seal this _____.

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ANNEX F

Price Proposal Form

Date: _____

To: **DepEd – Division of Lucena City**
Lucena West I Elementary School Compound
ML Tagarao Extension, Ilayang Iyam, Lucena City

Having examined the Invitation for Negotiated Procurement including the Amendments or Modifications, the receipt of which is hereby duly acknowledged, we, the undersigned Invitation for Negotiated Procurement for the sum of [*total price quote in words and figures*] or the total calculated price quote, as evaluated and corrected for computational errors, and other modifications in accordance with the Price Schedules attached herewith and made part of this Quote. The total price quote includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein or in the Price Schedules,

If our Quote/Offer is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements;
- b. to provide a performance security in the form, amounts, and within the times prescribed in the Invitation;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Price Quote or any Price Quote you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to this Invitation.

The undersigned is authorized to submit the bid on behalf of [name of the bidder] as evidenced by the attached [state the written authority].

We acknowledge that failure to sign each and every page of this Price Proposal Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name:

Legal capacity:

Signature:

Duly authorized to sign the Bid for and behalf of:

Date: _____



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